

Charter

Base Operating Support (BOS) Metric Development Integrated Product Team

Background

The Air Force Corporate Structure has declared the current method of planning, programming and budgeting for BOS requirements inadequate and has requested output-based cost metrics be developed to appropriately advocate for resources. AF/ILEO will lead this effort through a BOS Metric Development IPT and has hired Knowledge Management Solutions (KMS) Inc. to assist and facilitate the process. The IPT will meet monthly to facilitate metric completion, brief status, and meet charter goals. The IPT will vet proposed metrics through the Installation Support Panel and Executive Steering Group prior to briefing the corporate structure.

Purpose

This charter defines the BOS IPT team's overall challenges and mandates to develop and implement BOS program output-based cost metrics. Definition and clarification is provided for IPT goals, objectives, membership, and ground rules.

Goals

- Determine AF requirements for our most important BOS products and services.
- Establish common BOS quantity and quality measurement standards across the AF.
- Develop a meaningful way "to bring analysis to bear."
- Help senior leadership better manage scarce resources.

Objectives/Milestone(s)

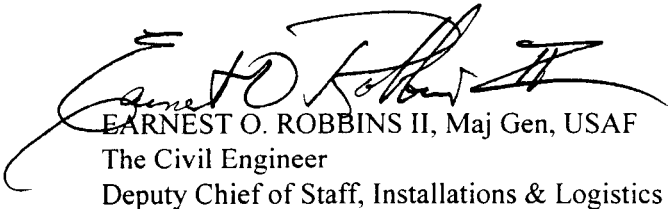
- Develop out-put based cost metrics to include variables for quantity and quality.
- Analyze impact of developed metrics and future funding profiles on BOS program.
- Propose future BOS PPBS organization and process.
- Develop long-range plan to further refine BOS metric and automate PPBS process.
- Present proposed BOS metric and long-range plan to Air Force Corporate Structure for approval.

Membership

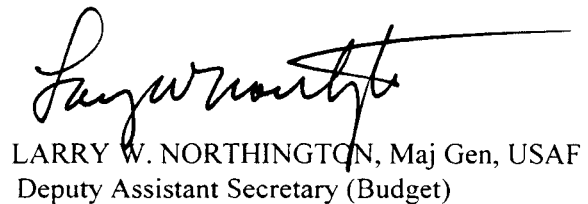
The IPT team is comprised of members from Air Staff functional areas, Program Element Monitors, Panel Representatives, and the KMS staff. A detailed membership listing is Attachment 1.

Ground Rules

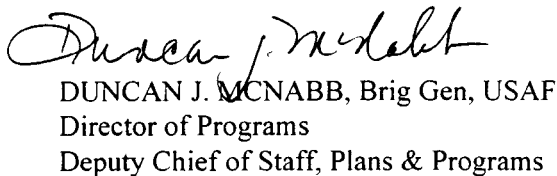
- The IPT shall meet monthly to coordinate and facilitate completion of action items and as necessary to review and brief IPT issues to the membership. Members will be present and prepared.
- IPT members will engage MAJCOMs who, in turn, engage installations, as necessary.
- Open communication is critical to the IPT mission success. Each member must take full responsibility for the open, appropriate, honest, and tactful generation of ideas and for communicating those ideas to all. Team effectiveness is based on each member's full cooperation and disclosure of pertinent IPT-specific suggestions.
- Each member is responsible for the passing of appropriate information and data to all levels within their respective areas of expertise. Communication that is sent up the chain, down the chain, and laterally is vital to the effectiveness of the IPT.
- Each IPT member is empowered to address, make suggestions to, and to make statements as a representative of their respective area.



EARNEST O. ROBBINS II, Maj Gen, USAF
The Civil Engineer
Deputy Chief of Staff, Installations & Logistics



LARRY W. NORTINGTON, Maj Gen, USAF
Deputy Assistant Secretary (Budget)



DUNCAN J. MCNABB, Brig Gen, USAF
Director of Programs
Deputy Chief of Staff, Plans & Programs

Attachments: IPT Membership

BOS Metric Development IPT Membership

NAME	RANK	OFFICE SYMBOL	FUNCTION REPRESENTED
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Chairman

Steve Hammock	LtCol	HQ USAF/ILEOM	Civil Engineering
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Functional Representatives

Cherry Wilcoxon-Hurt	Civ	HQ USAF/ILEXO	BOS IPT Lead
Jim Andersen	Maj	HQ USAF/AQCO	Contracting
Herbert Bryant	Civ	HQ USAF/HCP	Chaplain
Tony Muzereus	Maj	HQ USAF/XPPL	Combat Support & Analysis
Joe Puckett	Civ	HQ USAF/XPPL	Combat Support & Analysis
Scott Winn	Civ	HQ USAF/SMNT	Communications
Denise Cavanaugh	Civ	SAF/FMBOO	Financial Management
Eddie Pagan	Civ	SAF/FMBOO	Financial Management
Steve Scovel	Civ	AFCFAA/FMFS	Financial Management
Chip Warden	2Lt	AFCFAA/FMFS	Financial Management
Janet Nichols	LtCol	HQ USAF/XORM	Global Mobility
Tim Hansen	Maj	SAF/IGI	Inspector General
Terrie Gent	LtCol	AF/JAZ	Judge Advocate
Darrel Parker	Civ	HQ USAF/ILMM	Maintenance
Brent Moran	Capt	HQ USAF/XPMP	Manpower
Rob Wied	Civ	HQ USAF/DPDEC	Personnel
Angie Nichols	Maj	HQ USAF/DPFX	Personnel
AJ Murch	Maj	HQ USAF/DPRR	Personnel
Sherry Medders	Civ	SAF/PAR	Public Affairs
Carl Kline	Maj	HQ USAF/XOFX	Security Forces
Jim Jeffers	Maj	HQ USAF/XOFX	Security Forces
Kathleen Graham	Civ	HQ USAF/ILVF	Services
Gary Dzubilo	Maj	HQ USAF/ILVP	Services
Lisa Walsh	Capt	HQ USAF/ILTR	Transportation

Program Element Monitors

Scott Brauner	Maj	HQ USAF/XONO	11896F Base Operations Offensive
Jeff Kindley	Maj	HQ USAF/XORC	27596F Base Operations-Tactical Air Forces
Tom Alto	Capt	HQ USAF/XOSC	35996F Base Operations-SPACECOM
Jim Cooper	Civ	HQ USAF/XOSC	35996F Base Operations-SPACECOM
Dennis Kullander	Civ	HQ USAF/XORM	41896F Base Operations-Airlift
John Babicz	Civ	HQ USAF/ILEPA	55296F Base Operations-Air National Guard
Mark Brinson	LtCol	HQ USAF/REL	55396F Base Operations-Air Force Reserves
Jeff Alexander	Maj	HQ USAF/REL	55396F Base Operations-Air Force Reserves
Ernest Pearson	Civ	HQ USAF/ILSY	72896F Base Operations-Logistics
David Manchas	SMSgt	HQ USAF/ILSP	72896F Base Operations-Logistics

Program Elements

Ken Wiggins	Maj	HQ USAF/XOOT	85796F Base Operations-Training
Northan Golden	Maj	HQ USAF/DPFPA	85896F Base Operations-Services Academies
Joyce Richardson	Civ	SAF/PAR	91214F Public Affairs
Patsy Wilson	Civ	11WG/XPP	91296F Base Operations-Administration

Panel Members

Bob Barrett	Civ	HQ USAF/ILEPA
Chip Emmette	LtCol	HQ USAF/ILEPA
Frank Hollie	Capt	HQ USAF/DPRR

Panel

Installation Support Panel Chairman
Installation Support Panel Member
Personnel and Training Panel Member

Executive Steering Group (Advisory Panel)

Frank Faykes	BG	SAF/FMBO
Dave Weinberg	Col	SAF/FMBOO
Rita Maldonado	Civ	HQ/USAF/ILEO
Marvin Fisher	Col	HQ USAF/ILEP
Timothy Byers	Col	HQ USAF/ILEX
Rick Perraut	Col	HQ USAF/XPPL

KMS Inc

Dan Dannenmueller	Civ	KMS Inc
Marjorie Pfremmer	Civ	KMS Inc
Randy Turner	CIV	KMS Inc
Les Amidon	CIV	KMS Inc
Lew Bomar	CIV	KMS Inc
Theresa Nola	CIV	KMS Inc
Pat Coverdale	CIV	KMS Inc

Function

Program Manager/Senior Analyst
Project Manager/Senior Analyst
On-Sight Representative
Senior Analyst
Senior Analyst
Senior Analyst
Senior Analyst